

**Loudoun County Community Development Block Grant Program  
2014-2015 Annual Action Plan**

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**Loudoun County, Virginia  
Community Development Block Grant Program  
2014-2015 Annual Action Plan**

**Approved by the Board of Supervisors on April 2, 2014**



**Program Year Eleven  
July 1, 2014 – June 30, 2015**

Loudoun County Department of Family Services  
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**Loudoun County Community Development Block Grant Program  
2014-2015 Annual Action Plan**

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**Executive Summary**

The Consolidated Plan is a requirement of the U.S. Department of Housing and Urban Development (HUD) as a condition of receiving funding from certain federal programs. The Consolidated Plan is a 5-year comprehensive planning document that identifies Loudoun County's overall needs for affordable and supportive housing, homeless shelters and services, community and economic development and public services. The Consolidated Plan also defines the County's strategies, priorities and objectives for addressing identified needs.

An Annual Action Plan is required for each of the five years of the Consolidated Plan. This Annual Action Plan covers the period July 1, 2014, through June 30, 2015, which is the first year of the 2014-2018 Consolidated Plan. The Annual Action Plan identifies the projects that will receive Community Development Block Grant (CDBG) funds in Loudoun County for FY 2015 as well as the program goals, objectives and outcomes.

Program Year 11 CDBG projects address a broad range of needs in the County and are strategically located to serve a significant number of low and moderate income residents. The projects that were selected for funding meet the national objectives and eligibility requirements of the CDBG program.

\$1,091,770 in federal funds from CDBG and \$10,871,352 in additional federal, state and local funds will be available in FY 2015 to provide decent, safe and affordable housing, establish and maintain a suitable living environment and expand economic opportunities, especially for low and moderate income persons in Loudoun County.

Loudoun County will be reviewing and implementing policies in the next year to expand the amount of affordable housing available to low and moderate income homeowners, homebuyers and renters. The Continuum of Care process through the Department of Family Services will continue identifying needs and increasing services to the homeless.

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**AP-15 Expected Resources – 91.220(c)(1,2)**

**Federal Resources**

Annual Entitlement Allocations

During Federal Fiscal Year 2014 (County Fiscal Year 2015) \$1,091,770 of Community Development Block Grant (CDBG) funds from HUD and \$24,000 derived from repayment of Loudoun County Home Improvement Program (LCHIP) loans will be available to Loudoun County, an urban entitlement county.

Other Federal Funds

Housing

- |   |             |
|---|-------------|
| • Administrative fees from HUD for administering 735 Housing Choice Vouchers                                | \$530,850   |
| • Family Self-Sufficiency Program Coordinator grant from HUD  | \$67,320    |
| • HCV funding for housing assistance payments, utility reimbursements, and self-sufficiency escrow deposits | \$6,569,982 |
| • Mainstream Voucher payments for housing assistance payments and utility reimbursements                    | \$841,641   |

Homeless

- |   |           |
|---|-----------|
| • Supportive Housing Program Grant from HUD - THP | \$45,901  |
| • Supportive Housing Program Grant from HUD - TOP | \$113,304 |

<b>Total</b>	<b>\$8,168,998</b>
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<b>TOTAL ESTIMATED FEDERAL RESOURCES</b>	<b>\$9,284,768</b>
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Non-Federal Public Sources (State)

Housing

- |   |           |
|---|-----------|
| • Homeless Prevention Program (HPP) from VDHCD<br>Provides grants for the prevention of eviction or foreclosure | \$197,885 |
| • Staff for operation of HPP  | \$58,511  |
| • Homeless Shelter Grant  | \$100,000 |

<b>TOTAL NON-FEDERAL (STATE)</b>	<b>\$356,396</b>
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Non-Federal Public Sources (County)

Housing

- |   |           |
|---|-----------|
| • Staff and operating costs for the Affordable Dwelling Unit (ADU) Purchase and rental programs                   | \$387,590 |
| • Down Payment Closing Cost (DPCC) Program anticipated loan amount funded by cash proffers approved by the County | \$500,000 |
| • Public Employee Grant (PEG) program funded by cash proffers approved by the County                              | \$250,000 |
| • Rental Rehabilitation Program funded by cash proffers approved by the County                                    | \$125,000 |

Homeless

- |  |           |
|--|-----------|
| • Operating the County's transitional housing program via contract with a non-profit | \$64,396  |
| • Operating the County's emergency homeless shelters via contract with a non-profit  | \$859,339 |
| • Staff and operating costs for the Homeless Prevention Program (HPP)                | \$85,633  |
| • Local match Homeless Shelter Grant   | \$50,000  |

<b>TOTAL NON-FEDERAL (COUNTY)</b>	<b>\$2,321,958</b>
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**Explain how federal funds will leverage those additional resources (federal, state and local funds), including a description of how matching requirements will be satisfied.**

Federal CDBG funds, including any program income derived from CDBG activities, will be used to leverage available state, local and private resources to provide decent, safe and affordable housing, establish and maintain a suitable living environment and expand economic opportunities, especially for low and moderate income persons in Loudoun County. There is no federal matching requirement for CDBG funds.

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**AP-20 Annual Goals and Objectives**

**HOUSING**

**Goals and Objectives**

The following local goals and objectives were developed based on priority needs identified in the Consolidated Plan, public input and the availability of resources to address identified needs. The proposed number of units to be produced is based on estimated resources available from CDBG funds, other local, state and federal funds and funds from affordable housing developers.

**Goal 1: Maintain and increase stock of affordable owner-occupied housing**

**Specific Local Objectives**

- 1.1 Over the next year construct 140 affordable housing units for homebuyers between 30 and 100 percent of area median income (AMI).
- 1.2 Over the next year preserve 20 affordable housing units for homebuyers between 30 and 70 percent of AMI.
- 1.3 Over the next year preserve or construct 18 affordable housing units for homebuyers between 0 and 50 percent AMI.
- 1.4 Over the next year rehabilitate 4 affordable owner-occupied housing units.
- 1.5 Over the next year provide emergency/accessibility repairs for 7 owner-occupied housing units.
- 1.6 Over the next year provide home purchase loan assistance for 50 households between 30 and 70 percent AMI

**Goal 2: Maintain and increase stock of affordable rental housing**

- 2.1 Over the next year construct 100 affordable rental units serving households between 0 and 50 percent AMI.
- 2.2 Over the next year provide 127 extremely low income/disabled with Housing Choice Voucher rental assistance.

**Goal 3: Improve affordable homeownership options for first-time homebuyers**

- 3.1 Over the next year provide 50 first-time homebuyers with down payment and closing cost assistance.

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3.2 Over the next year provide homeownership counseling to 140 households.

**Programs and Resources**

Federal: CDBG, Housing Choice Voucher Program, Loudoun County Home Improvement Program (LCHIP), Home Repair for the Elderly and Disabled

State: VHDA Low Income Tax Credit Program

Local: Affordable Dwelling Unit (ADU) Program, Affordable Market Purchase Program (AMPP), Down Payment/Closing Cost (DPCC) Program, Public Employee Homeownership Grant (PEG) Program, Housing Funds, Rental Program 0-30% AMI, County of Loudoun Housing Trust, Eastern Loudoun Revitalization Program

Non-Profit: Loudoun Habitat for Humanity, Windy Hill Foundation, other non-profit housing developers, Good Shepherd Alliance

**HOMELESS**

**Goals and Objectives**

The following local goals and objectives were developed based on priority needs identified in the Consolidated Plan, input from the Continuum of Care and the public and the availability of resources to address identified needs.

**Goal 1: Increase housing opportunities to maximize independence and self-sufficiency among homeless families, homeless individuals, and persons experiencing chronic homelessness.**

**Specific Local Objectives**

1.1. Over the next year increase Transitional Housing by 2 units.

1.2. Over the next year expand Housing First Program by 1 unit.

1.3. Over the next year increase Permanent Supportive Housing units for persons with disabilities and/or special needs populations by 1 unit.

1.4. Over the next year increase affordable housing opportunities for extremely low income households by 3 units.

1.5. Over the next year provide Rapid Re-Housing services to 30 households.

1.6. Over the next year provide rental security deposit assistance to 200 households.

**Goal 2: Encourage and support homeless prevention activities.**

2.1 Over the next year prevent foreclosure through foreclosure counseling to 20 households.



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- 2.2 Over the next year provide financial assistance to prevent foreclosure to 3 households.
- 2.3 Over the next year prevent eviction by providing rental assistance to 240 households.
- 2.4 Over the next year provide payment for rental and utility security deposits for 200 households.
- 2.5 Over the next year provide utility assistance to 400 households.

**Goal 3: Provide Emergency Shelter Services to stabilize families and individuals.**

- 3.1 Over the next year provide Emergency Shelter to 52 families with children.
- 3.2 Over the next year provide Emergency Shelter to 165 single individuals.
- 3.3 Over the next year increase Emergency Shelter for returning citizens (ex-offenders) by 1 unit.

**Goal 4: Enhance provision of supportive and skill-building services to stabilize individuals and families and promote maximum self-sufficiency.**

- 4.1 Over the next year provide intensive, housing-focused case management to 125 households.
- 4.2 Over the next year provide advocacy, outreach, linkage to treatment, supportive and skill-building services, and transition services to 400 persons experiencing homelessness or at imminent risk of becoming homeless.
- 4.3 Over the next year provide daytime drop-in services offering meals, hygiene facilities, information and referral, counseling, and case management support to 45 persons experiencing homelessness.
- 4.4 Over the next year improve money management and budgeting skills among homeless persons through provision of financial counseling services to 46 households.
- 4.5 Over the next year provide food resources to 420 persons.
- 4.6 Over the next year provide employment and job placement services to 115 persons.

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**Programs and Resources:**

Federal: CDBG, PATH Program, HUD CoC SHP Grant, Housing Choice Voucher Program, FEMA Emergency Food and Shelter Program

State: Homeless Solutions Grant, Emergency Solutions Grant, State Energy Assistance Program, Homeless Prevention Program, Emergency Shelter Grant, Virginia DSS Family Violence Prevention Grant, Virginia Department of Transportation Grant, Virginia Department of Corrections

Local: Department of Family Services, Loudoun County Regional Organizations Fund, Loudoun County Department of Mental Health, Substance Abuse, and Developmental Services, Loudoun Workforce Resource Center

Non-profit: Good Shepherd Alliance, Volunteers of America Chesapeake, Tree of Life Ministries, The Salvation Army, United Way, INMED Partnerships for Children, Catholic Charities, Crossroads Jobs, LINK, Loudoun Interfaith Relief, St. James Episcopal Church, Church of Jesus Christ of Latter Day Saints, LAWS, Mobile Hope, Loudoun Cares, Friends of Loudoun Mental Health, FAITH Helping Hands, Catholics for Housing, St. Theresa Divine Mercy Outreach, LINK, Loudoun Abused Women's Shelter

Private: Washington Area Fuel Fund, Energy Share Funds, Freddie Mac Foundation

**NON-HOMELESS SPECIAL NEEDS**

**Goals and Objectives**

The following local goals and objectives were developed based on priority needs identified in the Consolidated Plan, input from the Continuum of Care and the public and the availability of resources to address identified needs.

**Goal 1: Expand the supply of supportive services and affordable, accessible housing for persons with special needs.**

**Specific Local Objectives**

- 1.1. Over the next year encourage the formation of public/private partnerships to construct 1 affordable rental housing unit for extremely low-income special needs individuals, including the elderly, frail elderly and persons with disabilities.
- 1.2. Over the next year provide rental assistance to 25 special needs households.
- 1.3. Over the next year expand the number of beds for HIV/AIDS clients by one.
- 1.4. Over the next year expand in-home care services to 2 special needs households.
- 1.5. Over the next year provide emergency and accessibility home repairs to 2 special needs households.

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**Programs and Resources**

Federal: CDBG, Housing Choice Voucher Program; LCHIP

Local: Department of Family Services, Loudoun County Area Agency on Aging, Department of Mental Health, Mental Retardation and Developmental Services, Department of Parks, Recreation and Community Services

Non-Profit: Friends of Loudoun Mental Health

Private: Windy Hill Foundation, Birmingham Green Adult Care Residence

**NON-HOUSING COMMUNITY DEVELOPMENT**

**Goals and Objectives**

**Goal 1: Focus available resources in older existing communities**

- 1.1 Over the next year designate 1 target areas for neighborhood revitalization with defined boundaries.
- 1.2 Over the next year improve infrastructure in 1 target area.
- 1.3 Over the next year seek community input on neighborhood revitalization efforts in 1 target area.

**Goal 2: Create a suitable living environment by making countywide infrastructure improvements**

- 2.1 Over the next year provide community onsite water and wastewater improvements to 1 low income communities.
- 2.2 Over the next year provide road, storm drainage and sidewalk improvements to 1 low and moderate income community.

**Goal 3: Expand public services and employment opportunities**

- 3.1 Over the next year assist 200 low and moderate income persons with medical and/or health care services.
- 3.2 Over the next year provide transportation services to 120 low and moderate income persons.
- 3.3 Over the next year provide job training to 100 low and moderate income persons.
- 3.4 Over the next year provide assistance to 20 low and moderate income youth.

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**Goal 4: Preserve, expand and improve accessible public facilities**

- 4.1 Over the next year install, improve and make accessible 1 neighborhood recreation facility.
- 4.2 Over the next year improve and make accessible 1 public facility.

**Programs and Resources**

Federal: CDBG

Local: Department of Family Services; Department of Planning; General Services; Department of Transportation; Department of Parks, Recreation and Community Services; Department of Transportation and Capital Infrastructure; Building and Development; Towns

Private: Northern Virginia Family Service; Windy Hill Foundation; Virginia Regional Transit

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**AP-35 Projects – 91.220(d)**

The 2014-2015 Annual Action Plan identifies activities in relation to a federal requirement for the CDBG program called the Outcome Performance Measurement System. The system is to be used with the County's Five Year Consolidated Plan and Annual Action Plans. The system enables HUD to collect information on the outcomes of activities funded by CDBG funds and to aggregate the information at the national, state and local levels.

The Outcome Performance Measurement System has three overarching objectives: 1) Creating Suitable Living Environments, 2) Providing Decent Affordable Housing and 3) Creating Economic Opportunities. There are also three outcomes associated with each objective: 1) Availability/Accessibility, 2) Affordability and 3) Sustainability. The following activities are categorized by the Outcome Performance Measurement System.

**1) Suitable Living Environment (11 projects - \$765,854)**

**Outcome: Availability/Accessibility**

**Loudoun Accessible Medication Program: \$38,093**

This program provides assistance to low income elderly and disabled clients to access free chronic prescription medications.

Project Sponsor: Northern Virginia Family Service

**Immigration Legal Services: \$10,000**

This program provides legal services to low income immigrants experiencing domestic violence.

Project Sponsor: Just Neighbors

**Oral Health Program: \$28,298**

This program provides oral health care services to low income and uninsured adult residents of Loudoun County.

Project Sponsor: Northern Virginia Dental Clinic

**Healthy Families Loudoun: \$42,913**

This program provides case management for at risk pregnant women, adolescents and families to assist in achieving self-sufficiency.

Project Sponsor: INMED

**Behavioral Health Services: \$25,823**

This program provides comprehensive individual and group therapy to extremely low income adults and children.

Project Sponsor: HealthWorks

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**Homeless Prevention Case Management: \$5,959**

This program provides case management, resources and referrals to prevent homelessness and increase stability.

Project Sponsor: Good Shepherd Alliance

**Loudoun Dental Link Program: \$12,680**

This program links low-income and uninsured residents with low or no cost comprehensive oral health care.

Project Sponsor: Northern Virginia Family Service

**Family and Youth Opportunity Center : \$289,044**

This project provides for the lease and renovation of a facility in Sterling to serve vulnerable youth and adults.

Project Sponsor: INMED

**Peace House Improvements: \$17,000**

This project will provide exterior improvements to a transitional shelter facility.

Project Sponsor: Good Shepherd Alliance

**Davis Cottage Renovation: \$296,044**

This project will renovate a facility for the expansion of the Supported Training and Employment Program serving adults with disabilities.

Project Sponsor: The Arc of Loudoun

**2) Decent Housing (1 project - \$225,916)**

**Outcome: Affordability**

**Existing Properties Program: \$225,916**

This project is for the purchase and rehabilitation of properties to re-sell to low-income families.

Project Sponsor: Loudoun Habitat for Humanity

Program Administration Costs: Twenty percent (20%) of the total annual CDBG allocation, estimated to be \$200,000. Administrative funds are used for general management, oversight and monitoring of CDBG funded activities and programs, as well as compliance administration for fair housing, environmental reviews and Davis-Bacon.

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**AP-50 Geographic Distribution – 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Loudoun County does not use geography as the basis for targeting funds. It is intended that resources will be utilized throughout the County to benefit low and moderate income people. No single geographic part of the County is identified with a special priority either to benefit or not to benefit from the use of resources for activities. The County's objective is to be flexible with the use of funding and other available resources to meet needs countywide.

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**Affordable Housing**

The Annual Action Plan must specify goals for the number of homeless, non-homeless and special needs households to be provided affordable housing within the 2014-2015 program year.

**AP-55 Affordable Housing – 91.220(g)**

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	240
Non-Homeless	416
Special-Needs	28
Total	684

**One Year Goals for Affordable Housing by Support Requirement**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	392
The Production of New Units	259
Rehab of Existing Units	13
Acquisition of Existing Units	20
Total	684

**One Year Goals for Affordable Housing by Support Type**



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**AP-60 Public Housing – 91.220(h)**

**Introduction**

**Actions planned during the next year to address the needs to public housing**

**Actions to encourage public housing residents to become more involved in management and participate in homeownership**

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Loudoun County does not have any public housing units. The County has a Housing Choice Voucher program using 635 active tenant-based vouchers.

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**AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

PATH Homeless Outreach Services are provided by two full-time outreach workers employed by Loudoun County Mental Health, Substance Abuse and Developmental Services (MHSADS). The PATH Team spends the majority of their time out in the community meeting with persons that they know to be homeless. PATH staff follows up on reports from service providers, community members, law enforcement, and others regarding persons who are thought to be homeless. PATH staff makes contact with homeless persons, assesses their immediate needs, and safety concerns (if any) and begins the process of linking homeless persons to shelter, health and mental health care, basic needs and more. Referral to existing community resources, and assistance and advocacy in accessing services are provided by the PATH Team.

**Addressing the emergency shelter and transitional housing needs of homeless persons**

Emergency shelter needs are currently met by three providers. Volunteers of America Chesapeake (VOA), under contract with the County, operates an emergency homeless shelter that provides 32 beds for families with children and single women and also a 13 bed men's shelter. Seasonal winter shelter is also operated by VOA. The winter shelter provides approximately 16 overnight beds, but the capacity is somewhat flexible to accommodate a larger number, if needed. Both the VOA Men's Shelter and the Winter Shelter serve a number of chronically homeless single adults in addition to adults experiencing homelessness for the first time. The Good Shepherd Alliance operates a 22 bed emergency shelter for families with children and single women. The Loudoun Abused Women's Shelter (LAWS) provides 12 short-term emergency beds for women and young children who are domestic violence victims. Homeless persons access shelter services by directly contacting the providers. Human service professionals may also assist clients to access shelter by making referrals. Each shelter provider conducts intake and assessment.

Transitional Housing needs are addressed by two providers, VOA (under contract with the County) and the Good Shepherd Alliance. VOA operates an 8 unit "onsite" transitional program, and a 7 unit scattered site apartment program. These two programs provide 55 transitional beds. The majority of households served are families with children; however a small number of single homeless individuals (usually women) are served. Referrals for VOA Transitional Housing occur through the Loudoun County Department of Family Services via client completion of a program application. Applications are sent to VOA who maintains a wait list and administers the application review, approval, and intake process.

The Good Shepherd Alliance provides a 4 bed transitional housing program for single women, a 6 bed program for single women with young children, and 4 scattered-site units providing up to

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26 transitional beds for families with children. The Good Shepherd Alliance shares information on openings in their Transitional Housing Program through the Continuum of Care network along with the program application. Clients apply directly to GSA for admission to Transitional Housing.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Rapid Re-housing services have been provided in Loudoun County since 2009 when Loudoun County DFS received Homeless Prevention Rapid Re-housing (HPRP) funds as a sub-grantee of the State. The HPRP program ran through 2011, and then Rapid Re-housing funds were made available through the State for subsequent years. Rapid Re-housing services which combine short-term financial assistance for housing and utility costs together with housing-focused case management have contributed greatly to reducing the length of time persons experience homelessness and assisting families and individuals of all types to quickly transition from homelessness into permanent housing and independent living. A part of case management is facilitating rental arrangements with landlords to help households secure rental housing. A total of 32 households were stabilized in housing through Rapid Re-housing services in Fiscal Year 2013. In addition to the households that receive case management through RRH services, a local non-profit provider serves families with Homelessness Prevention Case Management. They served approximately 70 families in FY 2013.

Local emergency shelters and transitional housing programs provide life skills and support to residents to help them build skills to enhance their stability and prevent a return to homelessness. The Good Shepherd Alliance uses a “Six Steps to Self-Sufficiency Model” that begins with addressing many of the issues that resulted in homelessness (physical and emotional health, relationship issues, financial problems) and works through personal development, employment, securing housing, and participating in the community. Volunteers of America Chesapeake provides Life Skills Groups covering the following: financial education, nutrition, motivation to succeed (going forward in life after homelessness), employment and job search skills, effective communication in families and the workplace, health and well-being. Education about supportive mainstream community resources is also provided so that participants can access safety-net resources to supplement their income, manage a temporary crisis, and prevent a return to homelessness.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving**

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**assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

Loudoun County has a strong base of homelessness prevention services. Non-profit providers that offer financial assistance for rent and/or utilities include The Good Shepherd Alliance, Catholic Charities, The Salvation Army, Loudoun Cares, INMED Homelessness Prevention Program, Tree of Life Ministries, and Friends of Loudoun Mental Health. Friends of Loudoun Mental Health targets assistance to special needs households with serious mental illness to prevent homelessness. "Friends" assisted 24 households with rent supplements in FY 2013. A number of local churches also offer some financial assistance. INMED's Homelessness prevention program provided financial assistance to 30 families and case management to 67 families in FY 2013 to prevent homelessness. INMED provides home-based case management to help participants improve life skills, develop household budgets, and learn how to access community resources to meet various needs. Loudoun DFS offers locally funded emergency rent and utility aid. In FY 2013 DFS assisted 49 households with rent to prevent eviction and 186 households received utility aid. The Homeless Prevention Program operated by DFS provided financial aid and case management to 55 households in 2013 to prevent homelessness. The Alternative House Homeless Youth Initiative recently expanded its services to include Eastern Loudoun County. This program serves youth ages 18 to 21 that are homeless or at imminent risk of becoming homeless. Services include case management, housing location, financial assistance, help in connecting with community resources to meet basic needs and other services.

Discharge planning protocols for publicly funded institutions or systems of care focus on having a viable plan for housing upon discharge. In recent years the Loudoun County Re-Entry Council has been very active in working to improve services available for offenders returning to live in the community. Some offenders have high barriers to housing and other services, especially those with a history of violent offenses or sex offenses. The Re-Entry council has a newly formed housing focus group that is working to address housing needs for offenders.

Tree of Life Ministries is a newly formed non-profit that has begun to provide some time-limited housing to single women who are transitioning out of shelters or transitional housing programs. In addition to housing they work with participants on developing life skills and budgeting skills to help individuals build skills for stability. Financial management classes are also available to the public. Assistance with Job Search and resume preparation is also provided.

Emergency Shelters and Transitional Housing programs in the County offer a variety of case management and structured life skills classes and components to assist participants to build the skills they need to maintain stability upon exit from these programs. Assistance with securing employment is provided both onsite and through referrals to the Loudoun Workforce Resource Center and Crossroads Jobs.

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**AP-75 Barriers to Affordable Housing – 91.220(j)**

**Actions proposed to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The housing policy revisions to the County Comprehensive Plan adopted by the Board of Supervisors in September 2007 include some provisions to potentially increase the supply of affordable housing in the County. (Revised General Plan, Housing Policies)

- The County can influence housing options and affordability by encouraging or requiring a clustered pattern of development and mixed-use communities with a diversity of housing types. To achieve this, the County should allow higher residential densities that are close to employment opportunities, schools, community centers, transit routes and other amenities where adequate water, sewer, roads, schools, open space, and recreation are, or will be in place. (Housing)
- Flexibility in lot sizes and setback requirements, and relaxation of use restrictions are also necessary to achieve the desired product mix. The County can permit accessory and second-story apartments in existing villages and rural clusters and provide for a variety of unit types to be developed in designated Joint Land Management Areas (JLMAs) around the towns that have them. The County can form public-private partnerships to implement programs, providing incentives to influence the market. (Housing)
- The County may establish a dedicated stream of revenue to fund the housing trust fund which would leverage federal, state, and other funding sources for the production of new units, to provide down payments for first-time homebuyers and to purchase land for affordable housing development. (Funding Policies)
- The County may establish additional incentives, such as density bonuses; expedited application review; reductions or waiver of permit, development, and infrastructure fees or capital facilities contributions; tax credit programs; and zoning modifications to meet housing goals and objectives. (Programs and Incentives Policies)
- The County may maintain an inventory of County-owned real property. The Board of Supervisors may consider the use of inventoried property by nonprofit, public and private sector entities as an incentive for residential development to fulfill unmet housing needs when it is consistent with other Plan policies. (Programs and Incentives Policies)

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**AP-85 Other Actions – 91.220(k)**

**Actions planned to address obstacles to meeting underserved needs**

Examples of obstacles to meeting underserved needs include:

- Demand for affordable housing exceeds supply
- High cost of land, housing
- Lack of affordable housing for families earning 30% or below AMI
- Loss of subsidized housing units
- No project-based housing choice vouchers

Tentative actions proposed for next year to meet underserved needs include the following:

- Research County-owned property suitable for housing development
- Establish a collaborative relationship among County boards and authorities to focus on underserved needs such as the lack of affordable housing and sufficient public transportation
- Establish public/private housing development partnerships to increase affordable housing stock
- Implement housing policies included in the County's Comprehensive Plan
- Provide project-based housing choice vouchers
- Research additional funding sources for affordable housing

**Actions planned to foster and maintain affordable housing**

An ongoing CDBG-funded affordable housing project rehabilitates houses owned and occupied by low and moderate income residents. The rehabilitation may include the addition of accessible accommodations for the physically disabled. Thirty-three homes have been rehabilitated since the inception of the program.

A new County program, Home Repair for the Elderly and Disabled, was introduced in February 2013. Small grants are available to assist elderly and/or disabled homeowners with emergency repairs and/or accessibility items. To date, eight homeowners have been assisted.

The County's Affordable Dwelling Unit (ADU) program is designed to provide affordable rental and for-sale housing. Housing is available to all citizens, with priority given to income eligible persons who live and work in the County. Household income must be 30% or greater but not exceed 70% of the median income for the area. During FY 2013, 126 additional ADU apartments were leased, bringing the total number of ADU rental units to 336. The average income for those renting an ADU apartment was \$33,275. During the same period, 83 affordable housing units were sold to eligible buyers in the County, bringing the total number of ADU homes purchased to 1,699. The average income for those purchasing an ADU home was \$48,536.

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The Housing Choice Voucher (HCV) Program provides low income families, elderly persons, those with disabilities and homeless persons with safe, decent and sanitary housing at prices they can afford. The County is using 635 active vouchers (75 for disabled) to assist low income families with rental payments. The Board of Supervisors recently approved project based vouchers. There are currently 643 applicants on the wait list for vouchers.

In 2008, the Board of Supervisors allocated \$500,000 to purchase foreclosed Affordable Dwelling Units (ADUs) to preserve and resell them to qualified certificate holders, establishing the ADU Foreclosure Purchase Program. The County used housing funds to purchase four ADU units at foreclosure to preserve them as affordable units. Three of the units were sold to qualified ADU purchasers and one unit sold at market rate. In a continuing effort to address affordable housing issues, the Affordable Dwelling Unit Advisory Board (ADUAB) reviewed and recommended revision to parts of the Zoning Ordinance (Article 7) and the Affordable Dwelling Unit Ordinance (Chapter 1450) dealing with Affordable Dwelling Units (ADUs). A design guidebook was drafted to include specifications and examples of interspersion and compatibility of ADU units within market rate developments.

Loudoun County administers several loan assistance programs for people purchasing a home in the County. The Public Employee Homeownership Grant Program (PEG) provides grant amounts up to \$25,000 to current moderate income public and Public School employees to purchase a home in the County. Thirty four public employees have been assisted by PEG since 2010. The Down Payment and Closing Cost (DPCC) Assistance Program provides assistance to first-time homebuyers through a deferred second trust. Fifty-one homebuyers were assisted by the DPCC Program in FY 2013, an increase of 100% from last year.

The County introduced the Affordable Market Purchase Program (AMPP) in 2013. AMPP provides proffered newly constructed, affordable for-sale housing for income-eligible residents who live and work in the County. Eligible first-time homebuyers must have a total household income of between 70% and 100% of the Area Median Income. Currently, six affordable units are being developed under this program.

In December 2008, the Board of Supervisors allocated \$3.0 million to capitalize the Housing Funds. The purpose of the Housing Funds is to provide loans and grants to non-profit housing developers to help them increase the supply of affordable housing in the County either through new construction or rehabilitation. To date, four projects have been funded for a total of \$1,590,500.

**Actions planned to reduce lead-based paint hazards**

In an effort to reduce any lead-based paint hazards in properties built before 1978, the County has contracted with lead-based paint contractors to assess qualified properties that are to be rehabilitated as part of the Loudoun County Home Improvement Program (LCHIP). Documentation on compliance is included in each project file in accordance with the Lead-Safe

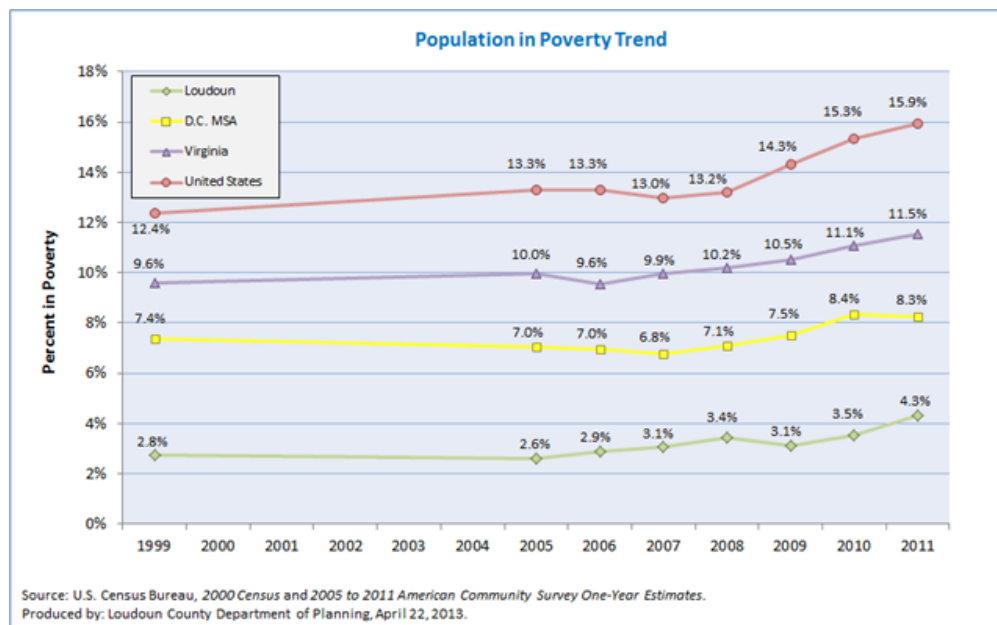
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Housing Rule. In addition, written information on lead-based paint hazards is provided to homeowners involved with LCHIP and landlords and clients participating in the Housing Choice Voucher program in an effort to identify rental properties built before 1978 that have not been tested. This year, one homeowner property was tested but no abatement was required. All LCHIP contractors have been trained as EPA certified renovators.

### Actions planned to reduce the number of poverty-level families

Poverty has been on the rise in Loudoun County, particularly for children. The percentage of the County population in poverty was 4.3% in 2011. Loudoun's population in poverty included on average 34.2% children during the three-year period of 2008 to 2010, compared to 18.6% on average during the prior three-year period of 2005 to 2007.

### Population in Poverty Trend

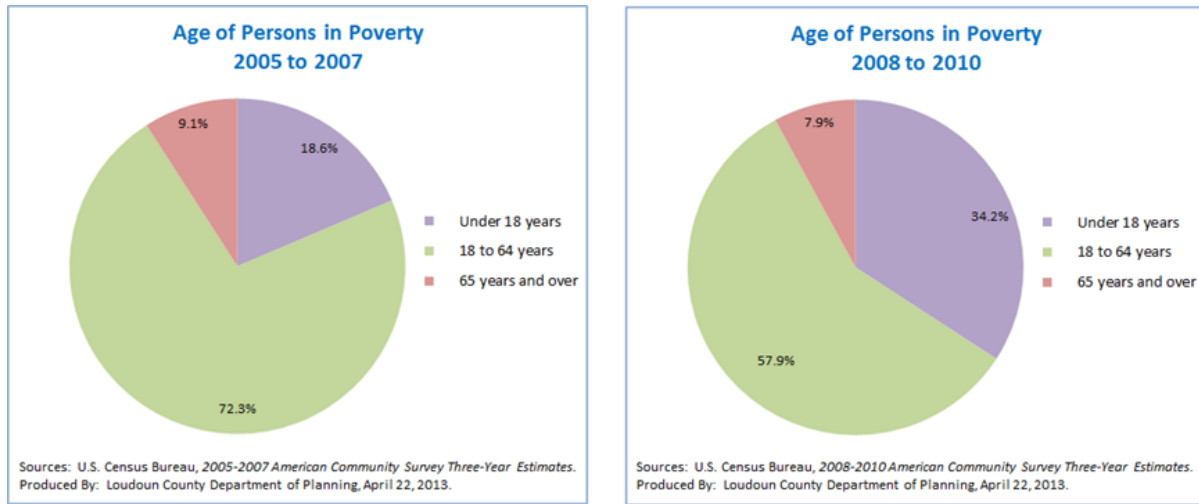




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### Age of Persons in Poverty in Loudoun County



Loudoun County supports the goals of the Consolidated Planning process to provide decent housing, a suitable living environment and expand economic opportunities for low and moderate income persons. In the next year, the Department of Family Services will continue to sponsor the Family Self Sufficiency Program (FSS) that provides Housing Choice Voucher participants the opportunity to achieve economic independence over a five year period. A case manager is linked with the family to develop an individual plan that includes mentoring and budget counseling.

The Department of Family Services Career Support Services unit is responsible for providing available employment and training services. This includes employability assessments, case management, crisis intervention, family stability services, eligibility determinations for programs, assisting with physical and mental and family issues, coordinating educational and training opportunities, and assisting with career development training. During the next year, the Career Support Services Specialists and Counselors will continue to serve participants in the Virginia Initiative for Employment not Welfare Program (VIEW), the Workforce Investment Act (WIA), and the general job-seeking public. The goal of the Workforce Resource Center is to connect job seekers with employers, also providing services to businesses.

The demand for quality childcare that is both affordable and accessible will continue to increase as the population and workforce in Loudoun County grows. The need for adequate childcare for the growing workforce is an issue that is just beginning to get the attention of businesses as they struggle to hire workers at all levels. Poor families are faced with a disproportionate burden due to the high proportion of their household income which must be dedicated to paying for childcare. During the next year, the Department of Family Services Career Support Services Unit will continue to administer subsidized child care programs to recipients of TANF/VIEW, allowing parents to return to work and education. The Childcare Fee System Program provides a childcare subsidy for families that meet the income criteria and need

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childcare while working or in an approved education and training program. The Head Start Wrap Around Program provides a childcare subsidy for families who are receiving Head Start or Early Head Start services. The Quality Initiative Grant with the Career Support Services Unit promotes quality child care and starting child care businesses by conducting and facilitating educational workshops for childcare providers.

The lack of transportation can prevent an individual or family from accessing available services. During the next year, the Department of Family Services through the On Demand Transportation Program will continue to provide tokens and subsidized transportation for elderly, disabled and indigent persons to access needed services that may include medical appointments, job training and employment sites. The Career Support Services Unit participates in the Advisory Board for the Vehicles for Change program administered through Northern Virginia Family Service that provides low cost vehicles or low interest loans to low income working families to purchase or repair vehicles. Career Support Services also maintains a contract with ECHO that provides taxi transportation to VIEW clients to and from work and child care.

**Actions planned to develop institutional structure**

<b>Responsible Entity</b>	<b>Responsible Entity Type</b>	<b>Role</b>	<b>Geographic Area Served</b>
Board of Supervisors	Local Governing Body	CDBG Grantee	Loudoun County
Department of Family Services	Local County Department	Administers CDBG program	Loudoun County
Family Services Advisory Board	Citizen Board	Advises on CDBG program	Loudoun County
Continuum of Care	Local coalition on homelessness	Advises on homeless issues	Loudoun County
Non-profit Housing Developers	Non-profit	Develops affordable housing	Loudoun County and surrounding jurisdictions
Northern Virginia Regional Commission	Regional planning	Administers fair housing contract	Northern Virginia

**Institutional Delivery Structure**

During Loudoun County's eleventh CDBG program year, the Family Services Advisory Board, in coordination with the Board of Supervisors, will continue to take the lead in implementing the program. As a result of their efforts, community outreach was increased to ensure that a cross-section of service providers and businesses benefiting low and moderate income persons were aware of the availability of CDBG funds. These efforts will continue in the future.

An emphasis will continue on increasing communication between housing and human service programs and organizations. The merger of housing and community development related

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programs within the Department of Family Services will strengthen the institutional structure and enhance the focus on housing related priorities. One such priority is a major outreach effort to make the public aware of housing finance programs that can assist first-time homebuyers and homeowners needing home rehabilitation services. Appropriate boards and commissions will be kept informed of CDBG activities particularly as they relate to the development and preservation of affordable housing. In addition, the CDBG program will continue to nurture the relationship with nonprofit agencies and community-based organizations, with an emphasis on increasing the participation of minority and faith-based groups. Many of these agencies and organizations actively participate in the community input process and provide comments on funding priorities.

The County will continue to work with the business community and private industry to implement economic and community development priorities in the Annual Action Plan.

**Actions planned to enhance coordination between public and private housing and social service agencies**

In an effort to enhance coordination between public and private housing agencies and among private and governmental health, mental health and service agencies, Loudoun County will continue to seek input from groups such as the Continuum of Care (CoC) during the year on housing, health, social service and community development activities. The CoC is the oversight organization for the County's CoC planning process, particularly as it applies to the homeless. The CoC's membership includes representation from the public and private sectors, community groups and non-profit organizations.

The County will continue to work closely with appropriate boards and commissions and non-profit housing development organizations to address the issue of affordable housing. Special outreach activities in the next year will target the business community, faith-based organizations and minority populations.

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**AP-90 Program Specific Requirements – 91.220(l)(1,2,4)  
Community Development Block Grant Program (CDBG)  
Reference 24 CFR 91.220(l)(1)**

Projects planned with all CDBG funds expected to be available during the year are identified on Page 9 of the Annual Action Plan. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  
**\$24,000**

**Other CDBG Requirements**

1. The amount of urgent need activities **N/A**